



ADMINISTRATION AND  
MANAGEMENT

OFFICE OF THE SECRETARY OF DEFENSE

1950 DEFENSE PENTAGON  
WASHINGTON, DC 20301-1950

APR 15 2010

MEMORANDUM FOR COMMITTEE MANAGEMENT SECRETARIAT  
GENERAL SERVICES ADMINISTRATION

SUBJECT: Committee Charter Consultation – *Advisory Council on Dependents' Education*

The Department of Defense, pursuant to the Federal Advisory Committee Act of 1972, as amended, intends to renew the charter for the *Advisory Council on Dependents' Education* (attached). The Council will operate under the provisions of the Federal Advisory Committee Act of 1972, as amended and in accordance with 41 CFR § 102-3.50.

Prior to filing the Council's charter with the Library of Congress and the appropriate congressional committees the Department of Defense respectfully requests that the Committee Management Secretariat review and approve the proposed charter (attached). The proposed charter has been reviewed and approved by the Office of the General Counsel for the Department of Defense.

If you should have any questions about this charter please contact my point of contact, Len O'Reilly, at 703-601-6148.

A handwritten signature in black ink, which appears to read "James D. Freeman II", is positioned above the printed name.

James D. Freeman II  
Deputy Advisory Committee Management  
Officer for the Department of Defense

Attachments  
Proposed Charter

CHARTER  
ADVISORY COUNCIL ON DEPENDENTS' EDUCATION

1. Committee's Official Designation: The Committee shall be known as the Advisory Council on Dependents' Education (hereafter referred to as "the Council").
2. Authority: The Secretary of Defense, under the provision of 20 U.S.C. § 929, and the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix) and 41 CFR § 102-3.50(a), established the Council.
3. Objectives and Scope of Activities: The Council, under the provisions of 20 U.S.C. § 929, and the Federal Advisory Committee Act of 1972, shall provide independent advice and recommendations on the Department of Defense ("DoD") dependents' education system, as set out in (4) below.
4. Description of Duties: The Council shall provide independent advice and recommendations to the Director, Department of Defense Education Activity on the following:
  - a. general policies for operation of the DoD dependents' education system with respect to curriculum selection, administration, and operation of the system;
  - b. information from other federal agencies concerned with primary and secondary education with respect to education programs and practices which such agencies have found to be effective and which should be considered for inclusion in the DoD dependents' education system;
  - c. the design of the study and the selection of the contractor referred to in 20 U.S.C. § 930(a)(2); and
  - d. other tasks as may be required by the Secretary of Defense.

The Director, Department of Defense Education Activity may act upon the Council's advice and recommendations.

5. Agency or Official to Whom the Committee Reports: The Council shall report to the Director, Department of Defense Education Activity. Matters outside the legal purview of the Director, Department of Defense Education Activity shall be referred to Secretary of Defense and the Under Secretary of Defense for Personnel and Readiness as appropriate.
6. Support: The Department of Defense, through the Office of the Under Secretary of Defense for Personnel and Readiness and the Department of Defense Education Activity, shall provide support as deemed necessary for the performance of the Council's functions, and shall ensure compliance with the requirement of the Federal

Advisory Committee Act of 1972 and the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b).

Additional information and assistance, as required, may be obtained from other DoD Components with contracting authority, support contractors, including DoD Federally Funded Research and Development Centers for studies and analysis support.

7. Estimated Annual Operating Costs and Staff Years: It is estimated that the annual operating costs, to include travel costs and meeting and contract support, for this Council is \$200,000.00. The estimated annual personnel cost to the Department of Defense is 0.50 full-time equivalents (FTEs).
8. Designated Federal Officer: The Designated Federal Officer, pursuant to DoD policy, shall be a full-time or permanent part-time DoD employee, and shall be appointed in accordance with established DoD policies and procedures. In addition, the Designated Federal Officer is required to be in attendance at all committee and subcommittee meetings; however, in the absence of the Designated Federal Officer, the Alternate Designated Federal Officer shall attend the meeting.
9. Estimated Number and Frequency of Meetings: The Council shall meet at the call of the Designated Federal Officer, in consultation with the Council's co-chairs, as defined in (13) below. Pursuant to 20 U.S.C. § 929(c), the Council shall meet at least two times each year.
10. Duration: The need for this advisory function is on a continuing basis; however this charter is subject to renewal every two years.
11. Termination: The Council shall terminate upon repeal of the legislation authorizing the Council, 20 U.S.C. § 929.
12. Membership and Designation: The Council, pursuant to 20 U.S.C. § 929(a), shall be comprised of no more than sixteen members who have demonstrated an interest in the field of primary or secondary education and who shall include:
  - a. The Secretary of Defense and the Secretary of Education or their respective designees;
  - b. Twelve individuals appointed who shall be individuals who demonstrated an interest in the field of primary or secondary education and who shall include representatives of professional employee organizations, school administrators, and parents of students enrolled in the DoD dependents' education system, and one student enrolled in such system; and
  - c. A representative of the Secretary of Defense and of the Secretary of Education.

The twelve Council members appointed under the authority of 20 U.S.C. § 929(a)(1) (B), shall be appointed jointly by the Secretary of Defense and the Secretary of Education, who must renew the appointments on an annual basis.

Members appointed to the Council from professional employee organizations, pursuant to 20 U.S.C. § 929(a)(2), shall be individuals designated by those organizations. Individuals appointed pursuant to 20 U.S.C. § 929(a)(2) shall serve a three-year term, and no individual appointed under 20 U.S.C. § 929(a)(2) shall serve more than two full terms on the Council.

Council members who are not full-time or permanent part-time federal officers or employees, shall be appointed by the Secretary of Defense as experts and consultants under the authority of 5 U.S.C. § 3109, and serve as special government employees.

With the exception of those individuals appointed pursuant to 20 U.S.C. § 929(a)(1) and (2), all Council member appointments shall be renewed on an annual basis by the Secretary of Defense.

Pursuant to 20 U.S.C. § 929(d), members of the Council who are not full-time or permanent part-time employees of the federal government shall, while attending meetings or conferences of the Council or otherwise engaged in the business of the Council, be entitled to compensation at the daily equivalent of the rate specified at the time of such service for level IV of the Executive Services under 5 U.S.C. § 5315. All Council members, while on official travel, shall be entitled to compensation for travel and per diem.

The Secretary of Defense and the Secretary of Education or their designated representatives, shall serve as the Council's co-chairs.

The Director, Department of Defense Education Activity shall be the Executive Secretary to the Council, but shall not vote on matters before the Council.

13. Subcommittees: With DoD approval, the Council is authorized to establish subcommittees, as necessary and consistent with its mission. These subcommittees or working groups shall operate under the provisions of the Federal Advisory Committee Act of 1972, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b), and other governing Federal statutes and regulations.

Such subcommittees or workgroups shall not work independently of the chartered Council, and shall report all their recommendations and advice to the Council for full deliberation and discussion. Subcommittees or workgroups have no authority to make decisions on behalf of the chartered Council; nor can they report directly to the Department of Defense or any Federal officers or employees who are not Council members.

Subcommittee members, who are not Council members, shall be appointed in the

same manner as the Council members.

14. Recordkeeping: The records of the Council and its subcommittees shall be handled according to section 2, General Record Schedule 26 and governing Department of Defense policies and procedures. These records shall be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (5 U.S.C. § 552).

15. Filing Date: